

Paula L. Fleming
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FREELANCE COPY EDITOR

- Experienced, thorough, deadline oriented
 - Sensitive to authorial voice
 - Highly computer literate
 - Strong project management skills
 - Very familiar with *Chicago Manual of Style*, 15th and 16th editions, and *Publication Manual of the American Psychological Association*, 5th and 6th editions
 - Comfortable working with a variety of house styles
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EDITING EXPERIENCE

- Eleven years' freelance copyediting and proofreading experience for US publishing houses
- Over 200 titles, including academic, scholastic, trade, and reference books. See <http://home.comcast.net/~paulafleming/WorkList.pdf> for representative listing.

Kaplan Publishing and Dearborn Financial/Trade, since September 2000

www.kaplanpublishing.com

- Trade books on medicine, law, business management, personal finance, real estate, and career development; scholastic books on test preparation and other subjects; reference books on academic and career planning; test-preparation course print and online resources

Sage Publishing and Corwin, since January 2007

www.sagepub.com / www.corwin.com

- Books on primary and secondary school teaching, organizational development, counseling; textbooks on education and psychology

CQ Press, since 2010

www.cqpress.com

- Academic reference works in the humanities, social sciences

No Starch Press, since 2010

http://nostarch.com

- How-to guides for software, computer security; young adult science comic books

Oriel STAT A MATRIX, since 2010

www.statamatrix.com

- Business process improvement workshops; catalogs

Prometheus Books, since 2011

www.prometheusbooks.com

- Memoir, business, psychology

EDITING EXPERIENCE (CONTINUED)

Graphic World, since 2011

www.gwinc.com

- Math, science, medical textbooks

American Library Association, 2007–2009

www.ala.org

- Guide to Reference, an online bibliographic resource documenting reference books across all subjects

HowStuffWorks (a division of Publications International), 2007–2008

- Mobil Travel Guides (now Forbes Travel Guides): Copy editing and fact-checking

Various authors

- Fiction and memoir: Copyediting and critiquing

OTHER PROFESSIONAL EXPERIENCE

- Eighteen years' human resources management, organizational development, and strategic planning experience in for-profit, nonprofit, and cooperative sectors
- Numerous articles published in a variety of print and online magazines
- Numerous short stories published in a variety of print and online magazines

EDUCATION

MA in Industrial Relations, University of Minnesota, Minneapolis, Minnesota
3.9 GPA, Phi Kappa Phi Honors Society

MA in European History, Northwestern University, Evanston, Illinois
Full fellowship

BA in History, Carleton College, Northfield, Minnesota
National Merit Scholar, numerous other scholarships, admitted with honors

REFERENCES

Available upon request.